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MEMORANDUM FOR: Colonel White

SUBJECT : Progress Report by Office of Personnel -- Ten Ways
for Improving CIA's Personnel Management

1. Personnel reports the following progress toward perfection
vis a vis the IG's Ten Commandments of Personnel:

- (1) Re "service is our motto". Legislative proposals are being reviewed for impingement upon personnel flexibility and procedures are being streamlined, (Blue Goose no doubt).
- (2) Re "get fresh blood in Personnel". A Deputy Division Chief departed for [] headquarters and a DD/P GS-14 is being sought to head the Development Staff. Personal note: Time will tell, but to me the "fresh blood" theme implies two willing traders and unless Harry finds opposites in DD/P who will consider and accept his offering, how is he going to trade, i.e. get fresh blood?
- (3) Re "training in personnel management". Informal educational efforts continue. Personnel claims efforts to get Training to sponsor a formal course have been deferred because of Training workload at this time. (This bears checking at a later date. Training got a personnel man for something akin to this type of training on 5 July.)
- (4) Re "placement of personnel returning from overseas". Personnel claims this situation is well in hand.
- (5) Re "elimination of placement by file shopping". Harry Reynolds is continuing personal efforts to alleviate this problem and progress is reported.

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- (6) Re "firmer handling of contract personnel, tighter control of contracting procedures". Management is cited as not having gotten to this problem in the course of the Survey of Personnel.
- (7) Re "restricting availability of personnel files". Management is again cited as not having gotten into files control procedures yet. A proposal on the subject has been referred to them.
- (8) Re "placing a woman in a senior position, possibly as Deputy Assistant Director". Proper utilization of women employees on a career basis is affirmed.
- (9) Re "strengthening and publicizing Employee Services Division and its offering". Personnel notes that despite reorganization which realigned functions of this Division, changes will make possible strengthening and educational endeavors. Personal note: This is a controversial issue in Personnel and Management's rationale on the dispersal of the Division, now extinct, may be open to question. Mr. Kirkpatrick was reported to have a good opinion of this division basically and its packaged services offering. I have heard nothing of his reaction to changes which have taken place if he is aware of them.
- (10) Re "people are our most valuable asset". Progress is reported in disseminating the philosophy of personnel among its professional adherents.

2. This report is rendered while Personnel is obviously in a state of transition. I would suggest that a note of acceptance be sent to Harry requesting a summary report as of 1 January 1956 noting progress made in reference to the I.G. report. Included would be an evaluation of functional reorganization effected 1 June 1955 insofar as it supports or fails to support objectives pinpointed by the I.G. If you agree, an appropriate memo is attached for your signature.



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